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<<Fname>> <<Lname>>
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<<city>>, <<state>> <<zip>>-<<zip4>>

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Dear Taxpayer:

I am writing to ask you to take part in an important survey that can benefit you and millions of other taxpayers.

We hear from taxpayers that preparing and filing tax returns are time-consuming and expensive. This survey will allow the IRS to learn more about those costs. Participation is voluntary.

Whether you prepared your 2016 tax return yourself or had someone prepare it for you, your experience is very important to us. Your responses to the survey help the IRS better understand how much time and money taxpayers like you spend doing your taxes. We use this information to find ways to reduce burden for all taxpayers. You can be certain that all information you provide will be used for research purposes only.

To read the official IRS announcement regarding this survey, please visit the following URL on the IRS website: <http://www.irs.gov/uac/2016-individual-taxpayer-burden-survey>.

I hope you will decide to participate in the survey, which is being conducted by Westat on behalf of the IRS. Your survey will arrive soon.

With your help we can advance the understanding of taxpayer burden. Thank you.

Sincerely,



Benjamin D. Herndon
Director, Office of Research, Applied Analytics, and Statistics